

**Town of Waitsfield
DEVELOPMENT REVIEW BOARD
Meeting Minutes
March 25, 2025**

1. CALL TO ORDER: The meeting was called to order at 7:00 pm, and was held in person at the Waitsfield Town Offices and online via Zoom.

DRB Members Present: Chris Cook, John Donaldson (Chair), Gib Geiger, Steve McKenzie, Rudy Polwin

Staff: Zoning Administrator JB Weir

Others: Chris Austin (Grenier Engineering), Jeff Skoldberg, Charles Whittaker (Grenier Engineering)

2. REVISIONS TO AGENDA, IF ANY

No changes were made to the agenda.

3. PUBLIC FORUM

Jeff Skoldberg asked for an update on the information he had requested in correspondence sent to the Board and Zoning Administrator in March of 2024, related to Kingsbury (Mavis) property adjacent to his home. He explained that the Natural Resources Board had been very unresponsive regarding his requests related to their permitting actions for the property in question. Mr. Skoldberg noted that there is still activity taking place on a portion of the property which he believes was designated as land that was directed to be reclaimed, and asked that a definition of 'reclamation' be provided. Mr. Weir indicated that he would look into the situation and provide an update for the DRB and for Mr. Skoldberg.

4. SUB24-02 (Final Plan Review) by Mavis LLC for a 14-unit Planned Unit Development off Mad River Park Road. The parcel is identified as #06001.000 and is located in the Agricultural-Residential District and Industrial District.

Sketch Plan Review for this application was held on June 11, 2024; the Preliminary Plan Review was held on January 14, 2025.

Mr. Austin and Mr. Whittaker noted that there was very little change in the plans since the Preliminary Plan Review, those changes that have been made are focused on the items which were requested to be addressed at that point. They reviewed with the Board the following:

- The development's utilities will be located underground, and transformer boxes placed as necessary, following the access road. Definitive locations for these will be determined upon further consultation with the power company.
- Mailboxes will be located at the entrance to the development, and are now shown on the site plan.
- More detailed roadway information is available, and is now included on the site plan; a detail sheet has also been provided.
- An update on State permits was included in a cover letter; stormwater and erosion control permits have been issued. A State-approved erosion control plan has been

provided, which encompasses this site as well as past projects on the applicant's adjacent properties

- Wastewater and Act 250 applications are anticipated to be submitted within a week.

It was confirmed that approval letters from the Road Foreman and Fire Chief are on file.

Retention of existing vegetation was discussed. Mr. Austin explained that no plantings have been added to the plan, and outlined the existing areas where no disturbance or cutting is planned. He indicated that there will be some filtered views of the structures once development is complete. Board members indicated that there may be a condition included in approval for retention of existing natural screening.

MOTION: *A motion to designate Mr. Skoldberg as an interested party passed unanimously.*

Mr. Skoldberg asked about the use of the new development as short-term rental properties; it was explained that there is no authority for the DRB to address this matter.

Mr. Skoldberg asked if there would be any requirement that the applicant provide a long-term plan for the remainder of the property adjacent to the Skoldberg parcel; it was explained that this type of plan is only required in the Adaptive Overlay District, and that the DRB does not intend to request such a plan for the remaining acreage of the Mavis lands. Mr. Austin noted that there are approximately 10.5 acres remaining in the parcel, some of which is the roadway.

MOTION: *A motion to close the hearing for Application SUB24-02 passed unanimously.*

5. APPROVAL OF MINUTES – Approval of minutes was postponed.

6. OTHER BUSINESS – Mr. Weir outlined the upcoming schedule.

7. ADJOURNMENT – The public portion of the meeting was adjourned at 7:43 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary